SANITARY SURVEY QUESTIONS - May 23, 2013

Category	Sub-category	Question
General		
SDWIS Site Visit Info		Reason for the visit.
SDWIS Site Visit Info		Date of the survey (dd/mm/yyyy).
SDWIS Site Visit Info		First Name of inspector:
SDWIS Site Visit Info		Last Name of inspector:
SDWIS Site Visit Info		Regional Office
SDWIS Site Visit Info		First Name of water system operator/representative present during inspection:
SDWIS Site Visit Info		Last Name of water system operator/representative present during inspection:
SDWIS Site Visit Info		Were there additional water system representatives present?
SDWIS Site Visit Info		If yes, names and titles:
SDWIS Site Visit Info		List any changes in Treatment Processes or chemical addition or other info for SDWIS staff.
Inspection Organization		Review of previous inspection report?
Inspection Organization		Review of correspondence relative to the system to be inspected?
Inspection Organization		Review of compliance monitoring results and compliance records?
Inspection Organization		Review of plans/documents on file that are specific to the water system to be inspected?
Inspection Organization		Have you organize equipment/materials to be used in the field (testing equipment & reagents, camera, flashlight, scope, etc.)?
Inspection Organization		Copy or copies of inspection checklist derived from this program to take into the field, at inspector's discretion (in case electronic failure).
Background Info	Capacity	Total System - Design Water Production / Treatment Capacity (GPD):
Background Info	Operation	Date system initially began operating in current configuration (mm/dd/yyyy):
Background Info	Percentage	GW%

Background Info	Purchase and Sell	Purchase water?
Background Info	System Classification	SDWIS Activity Status
Background Info		Name of public water system:
Background Info		Owner type:
Background Info		Date of last Compliance & Operational Inspection (EPA defined sanitary survey)?
Background Info	AC - Admin Contact	AC name
Background Info	Contract Operators	Are any of the Operators a Contract Operator(s)?
Background Info	DO - Designated Operator In Charge	Is the same DO in Charge of bothTreatment and Distribution?
Background Info	FC	FC Name
Background Info	LC - Legal Contact	LC Name
Background Info	OP - Operators	Is there a backup Chief Operator for Treatment?
Background Info	SA -Sample Collector	SA Name
Background Info	UN - Clerk	UN Clerk Name
Background Info	Purchase and Sell	Water system(s) purchase from PWS ID #:
Background Info	Contract Operators	Is there a written Agreement?
Background Info	DO - Designated Operator In Charge	DO in charge Treatment - Name
Background Info	OP - Operators	Name of Backup Chief Operator for Treatment.
Background Info	Purchase and Sell	Water Purchase Active Date?
Background Info	Contract Operators	Is the Contract Operator(s) fulfilling the duties of the written Agreement?
Background Info	DO - Designated Operator In Charge	DO Address1
Background Info	OP - Operators	Backup Operator for Treatment Certification Level

Background Info	Purchase and Sell	Water purchase inactive date?
Background Info	Contract Operators	Does the written Agreement fulfill the following requirements of a written Contract Operator Agreement per 10 CSR 60-14.010(F)(1), specifying the following (Discuss in Notes)?
Background Info	DO - Designated Operator In Charge	DO Address 2
Background Info	OP - Operators	Certification ID number
Background Info	Purchase and Sell	Water purchase purpose?
Background Info	Contract Operators	Minimum frequency of routine visits to treatment facility or distribution system?
Background Info	DO - Designated Operator In Charge	DO City
Background Info	OP - Operators	Date Certification expires
Background Info	Purchase and Sell	Type of water purchased?
Background Info	Contract Operators	Operator's duties and responsibilities?
Background Info	DO - Designated Operator In Charge	DO State
Background Info	Purchase and Sell	Purchased Water Finish?
Background Info	Contract Operators	Minimum hours operator is to be present during each routine visit?
Background Info	DO - Designated Operator In Charge	DO zip
Background Info	Purchase and Sell	Water purchased quantity ?
Background Info	Contract Operators	Certification Level required for treatment and/or distribution?
Background Info	DO - Designated Operator In Charge	DO Phone
Background Info	Purchase and Sell	Water purchased Unit of Measure?
Background Info	Contract Operators	Level of Certification held by contract operator?
Background Info	DO - Designated Operator In Charge	DO Phone Extension
Background Info	Purchase and Sell	Max Daily Purchase Rate?

Background Info	Contract Operators	Minimum response time for operator to be at water system in emergency event?
Background Info	DO - Designated Operator In Charge	DO fax
Background Info	Purchase and Sell	Max Daily Purchase Rate Unit of Measure?
Background Info	Contract Operators	Number of employees, if any, to assist?
Background Info	DO - Designated Operator In Charge	DO email address
Background Info	DO - Designated Operator In Charge	Other phone number (cell, pager, etc.)
Background Info	DO - Designated Operator In Charge	DO Certification Level
Background Info	DO - Designated Operator In Charge	DO Cert Number
Background Info	DO - Designated Operator In Charge	Cert Expiration Date
Background Info	Capacity	Average daily production (GPD)?
Background Info	Operation	Recent modifications?
Background Info	Percentage	GWP%
Background Info	Purchase and Sell	Sell water?
Background Info	System Classification	Activity Date (00/00/0000)
Background Info		PWS number:
Background Info		Legal ownership by name or entity (e.g., city of..., PWSD #..., ...HOA, John Doe and Jane Doe, D/B/A J&D MHP, etc.). May check County Assessor's Office for indivial ownership or Secretary of State for LLC and
Background Info		Has file review revealed whether all Significant Deficiencies noted during the most recent inspection have been corrected?
Background Info	AC - Admin Contact	Title:
Background Info	DO - Designated Operator In Charge	Is the DO in Charge of Treatment only?
Background Info	FC	FC address 1
Background Info	LC - Legal Contact	LC address 1

Background Info	OP - Operators	Is there a backup Chief Operator of Distribution?
Background Info	SA -Sample Collector	SA address 1
Background Info	UN - Clerk	UN Clerk Address
Background Info	Operation	Recent modifications date (mm/dd/yyyy):
Background Info	Purchase and Sell	Water system(s) Sold to PWS ID:
Background Info	DO - Designated Operator In Charge	DO in charge - Name:
Background Info	OP - Operators	Name of Backup Chief Operator for Distribution.
Background Info	Operation	Recent modifications - description
Background Info	DO - Designated Operator In Charge	DO address 1
Background Info	OP - Operators	Backup Operator in Charge for Distribution Certification Level
Background Info	DO - Designated Operator In Charge	DO address 2
Background Info	OP - Operators	Certification ID number
Background Info	DO - Designated Operator In Charge	DO city
Background Info	OP - Operators	Date Certification expires
Background Info	DO - Designated Operator In Charge	DO state
Background Info	DO - Designated Operator In Charge	DO zip
Background Info	DO - Designated Operator In Charge	DO telephone
Background Info	DO - Designated Operator In Charge	DO Phone extension:
Background Info	DO - Designated Operator In Charge	DO Fax
Background Info	DO - Designated Operator In Charge	DO email address
Background Info	DO - Designated Operator In Charge	Other phone number (cell, pager, etc.)

Background Info	DO - Designated Operator In Charge	DO Certification Level
Background Info	DO - Designated Operator In Charge	DO of Certificate ID Number
Background Info	DO - Designated Operator In Charge	Date Expires
Background Info	Capacity	Maximum day water usage in GPD?
Background Info	Operation	Seasonal operation - date open:
Background Info	Percentage	GU%
Background Info	System Classification	SDWA classification of system/population type
Background Info		County:
Background Info		Owner Salutation:
Background Info		If no, list remaining Significant Deficiencies to be corrected?
Background Info	AC - Admin Contact	AC address 1
Background Info	DO - Designated Operator In Charge	Is there a DO in Charge of Distribution only?
Background Info	FC	FC Address 2:
Background Info	LC - Legal Contact	LC Address 2:
Background Info	OP - Operators	Are there additional operators?
Background Info	SA -Sample Collector	SA Address 2:
Background Info	UN - Clerk	UN Clerk Address 2
Background Info	DO - Designated Operator In Charge	DO in Charge of Distribution - Name:
Background Info	OP - Operators	Operator Name:
Background Info	DO - Designated Operator In Charge	DO Address 1:
Background Info	OP - Operators	Operator Cert level

Background Info	DO - Designated Operator In Charge	DO Address 2:
Background Info	OP - Operators	Certification ID Number
Background Info	DO - Designated Operator In Charge	City:
Background Info	OP - Operators	Date Certification Expires
Background Info	DO - Designated Operator In Charge	State:
Background Info	OP - Operators	Operator Name
Background Info	DO - Designated Operator In Charge	Zip
Background Info	OP - Operators	Cert Level
Background Info	DO - Designated Operator In Charge	DO Telephone:
Background Info	OP - Operators	Certification ID Number
Background Info	DO - Designated Operator In Charge	DO Phone Extension
Background Info	OP - Operators	Date Certification Expires
Background Info	DO - Designated Operator In Charge	DO FAX:
Background Info	DO - Designated Operator In Charge	DO email address:
Background Info	DO - Designated Operator In Charge	Other phone number (cell, pager, etc.)
Background Info	DO - Designated Operator In Charge	DO Certification Level:
Background Info	DO - Designated Operator In Charge	DO Certification Number
Background Info	DO - Designated Operator In Charge	Date expires:
Background Info	Capacity	Emergency production capacity (GPD):
Background Info	Operation	Seasonal operation - date closed:
Background Info	Percentage	GUP%

Background Info	System Classification	Primary water source?
Background Info		Owner: Last name:
Background Info		Have all other deficiencies noted during previous surveys been corrected?
Background Info	AC - Admin Contact	AC address 2
Background Info	FC	FC City
Background Info	LC - Legal Contact	LC city
Background Info	SA -Sample Collector	SA City
Background Info	UN - Clerk	UN Clerk city
Background Info	Capacity	Total usable finished water storage capacity (gallons)?
Background Info	Percentage	SW%
Background Info	System Classification	Total number of active service connections:
Background Info		Owner: First name:
Background Info	AC - Admin Contact	AC city
Background Info	FC	FC State
Background Info	LC - Legal Contact	LC state
Background Info	SA -Sample Collector	SA State
Background Info	UN - Clerk	UN Clerk state
Background Info	Percentage	SWP%
Background Info	System Classification	Meter Type?
Background Info		Title
Background Info	AC - Admin Contact	AC state

Background Info	FC	FC Zip
Background Info	LC - Legal Contact	LC Zip
Background Info	SA -Sample Collector	SA Zip
Background Info	UN - Clerk	UN Clerk zip
Background Info	System Classification	Number of unmetered or metered less than or equal 1inch?
Background Info		Owner's address 1:
Background Info	AC - Admin Contact	AC zip
Background Info	FC	FC Phone
Background Info	LC - Legal Contact	LC phone
Background Info	SA -Sample Collector	SA Phone
Background Info	UN - Clerk	UN Clerk phone
Background Info	System Classification	Number of meters greater than 1" & less or equal to 2"
Background Info		Owner's address 2:
Background Info	AC - Admin Contact	AC phone
Background Info	FC	FC Extension
Background Info	LC - Legal Contact	LC Phone Extension
Background Info	SA -Sample Collector	SA Phone Ext.
Background Info	UN - Clerk	UN Clerk Phone Extension
Background Info	System Classification	Number of Meters greater than 2" & less than or equal to 4"
Background Info		Owner's address city:
Background Info	AC - Admin Contact	AC Phone Extension

Background Info	FC	FC Fax
Background Info	LC - Legal Contact	LC Fax Number:
Background Info	SA -Sample Collector	SA Fax:
Background Info	UN - Clerk	UN Clerk fax
Background Info	System Classification	Number of meters greater than 4"
Background Info		Owner's address state:
Background Info	AC - Admin Contact	AC fax
Background Info	FC	FC Email
Background Info	LC - Legal Contact	LC Email Address:
Background Info	SA -Sample Collector	SA email address:
Background Info	UN - Clerk	UN Clerk email address
Background Info	System Classification	Residential Population Served:
Background Info		Owner's address zip code:
Background Info	AC - Admin Contact	AC email address
Background Info	SA -Sample Collector	SA Emergency Phone Number (office, cell, etc.)
Background Info	System Classification	Service Area
Background Info		Owner's telephone number
Background Info	AC - Admin Contact	Other contact information (cell, pager, etc.)
Background Info		Phone extension
Background Info		fax number
Background Info		Owner's email address

Background Info		Other contact information (cell, pager, etc.)
System Management, Operator Certification and Operation & Maintenance		
General		What is the operator certification level required for this system?
General		Does the system have a duly certified chief operator in responsible charge for water treatment as required?
General		Does the system have a duly certified chief operator in responsible charge of distribution system as required?
General		Does the system have a properly certified stand-by chief operator for each chief operator?
General		Does system have adequate number of properly certified operators?
General		Are all plant and distribution operators that make independent process control decisions properly certified?
General		Does system allow surface water or GWUDISW treatment plant to operate without a certified operator on duty to monitor the operation of the facility?
General		Has the system made modifications to its source, treatment process, chemicals used or distribution system without state approval?
General		Is the system required to submit Primacy Fees (monthly on central server)?
General		Is the system collecting and submitting Primacy Fees (see Reference Documents on server for outstanding fees)?
General		Is the system paying the Laboratory & Administration Fees?
General		Has the system issued, properly distributed, published or posted the Consumer Confidence Report every year since the last inspection?
General		Was the system required to make public notice(s) since last inspection?
General		Did they make proper notice?
Permits/Plans/Records		Permits and Approvals:
Permits/Plans/Records		Does the system have valid Permit to Dispense Water to the Public?
Permits/Plans/Records		Date of Permit:
Permits/Plans/Records		If system does not have valid Permit to Dispense, what is the status of the Permit to Dispense?
Permits/Plans/Records		Is the system obtaining Construction Approvals before building or making modifications and/or before changing disinfection procedures?

Permits/Plans/Records		Is the system obtaining final inspection and Final Approvals for construction projects?
Permits/Plans/Records		Is the system required to have an NPDES?
Permits/Plans/Records		If required, does the system have a NPDES Permit?
Permits/Plans/Records		Does the system have an approval to operate an Owner Supervised Program?
Permits/Plans/Records		If yes, is the system meeting the requirements of the Owner Supervised Program?
Permits/Plans/Records		Does the system have a Site Sampling Plan?
Permits/Plans/Records		Is there a TCR site sampling plan available for review?
Permits/Plans/Records		Does the (TCR) site sampling plan meet the minimum requirements/is it an approved plan?
Permits/Plans/Records		Is the Coliform Sampling Plan representative of the distribution system?
Permits/Plans/Records		Is the system submitting monthly samples as required?
Permits/Plans/Records		Is the system following the Coliform Sampling Plan and rotating samples through the sites?
Permits/Plans/Records		If the Coliform Sampling Plan been modified, have the modifications been approved?
Permits/Plans/Records		Is the system required to have a Disinfection Byproduct Monitoring Plan?
Permits/Plans/Records		If yes, does the system have an approved Disinfection Byproduct Monitoring Plan?
Permits/Plans/Records		Are any of the following records not being maintained:
Permits/Plans/Records		Bacteriological Analysis - 5 years retention.
Permits/Plans/Records		Operational Analysis - 5 years retention
Permits/Plans/Records		Chemical Analysis - 10 years retention.
Permits/Plans/Records		Records of actions taken to correct violations - 3 years retention.
Permits/Plans/Records		Copies of reports, summaries or communication related to inspections - 10 years retention.
Permits/Plans/Records		Copies of reports, summaries or communication related to reports concerning variances or exemptions - 5 years retention.

Permits/Plans/Records		Copies of reports, summaries and related communications, copies of public notices issued and Consumer Confidence Reports - 5 years retention
Permits/Plans/Records		5 years of Records of Backflow Prevention Assembly Test Reports (Community Systems only)?
Permits/Plans/Records		Does the system have a lead ban ordinance, building code, bylaw or policy?
Permits/Plans/Records		Does the system have an approved Lead & Copper Sampling Plan (sample sites and pool category (tier)?
MCLs & Monitoring		Has the system violated a coliform maximum contaminant level since the last inspection?
MCLs & Monitoring		Is the system required to submit disinfection monitoring reports?
MCLs & Monitoring		Is the system required to monitor for Turbidity?
MCLs & Monitoring		Is the system submitting the required reports?
MCLs & Monitoring		Is the system doing the required finished water turbidity monitoring and recording?
MCLs & Monitoring		Are the turbidity monitors installed properly to give accurate results?
MCLs & Monitoring		Is the system meeting the finished water turbidity standards?
MCLs & Monitoring		Is the system continuously monitoring and recording each filter effluent?
MCLs & Monitoring		Is the discharge from the turbidity monitors safely transported to a drain?
MCLs & Monitoring		If the continuous turbidity monitors fail, does the system have an alternative testing plan?
MCLs & Monitoring		Is the filter turbidity monitoring data in a form that is easy to review and to be used by the operators?
MCLs & Monitoring		Has the system exceeded any of the turbidity action levels on the filter effluent?
MCLs & Monitoring		If the system exceeded a filter action level, did it take the required action?
MCLs & Monitoring		Is the system submitting the required turbidity reports monthly?
MCLs & Monitoring		Is the systems following the manufacturers calibration recommendations for continuous turbidity monitoring equipment?
MCLs & Monitoring		Is the system following the manufacturers calibration requirements for their benchtop turbidity analyzer?
MCLs & Monitoring		Has the system failed to address Comprehensive Performance Evaluation Recommendations after exceeding filter turbidity action levels?

MCLs & Monitoring		Has the system violated a coliform monitoring requirement since in the last 12 months?
MCLs & Monitoring		Has the system violated a maximum contaminant level for Inorganic Chemicals?
MCLs & Monitoring		Is the system submitting coliform samples to a private laboratory for analyses instead of a state laboratory?
MCLs & Monitoring		Has the system failied to monitor for Inorganic chemicals?
MCLs & Monitoring		If yes, is the private laboratory certified?
MCLs & Monitoring		Are coliform sampling results submitted monthly as required?
MCLs & Monitoring		Has the system violated a maximum contaminant level for Synthetic Organic Chemicals?
MCLs & Monitoring		Has the system failed to monitor for Synthetic Organic Chemicals?
MCLs & Monitoring		Has the system violated a maximum contaminant level for Volatile Organic Chemicals?
MCLs & Monitoring		Has the system failed to monitor for Volatile Organic Chemicals?
MCLs & Monitoring		Has the system violated a maximum contaminant level for Nitrates or Nitrites?
MCLs & Monitoring		Has the system failed to monitor for Nitrates or Nitrites?
MCLs & Monitoring		Has the system violated a maximum contaminant level for Radionuclides?
MCLs & Monitoring		Has the system failed to monitor for Radionuclides?
MCLs & Monitoring		Is the system required to monitor Disinfection Byproducts?
MCLs & Monitoring		Has the system violated a maximum contaminant level for Disinfection Byproducts?
MCLs & Monitoring		Has the system failed to meet the monitoring requirements for Disinfection Byproducts?
MCLs & Monitoring		Has the system failed to meet the Disinfection Byproduct precursor treatment technique (TOC removal) requirements?
MCLs & Monitoring		Has the system failed to monitor or report for total organic carbon or alkalinity as required?
MCLs & Monitoring		Has the system failed to perform the required unregulated chemical monitoring?
MCLs & Monitoring		If yes, explain:

MCLs & Monitoring		Is the system failing to meet the Secondary Maximum Contaminant Levels?
MCLs & Monitoring		If yes, explain:
MCLs & Monitoring		Has the system failed to submit the required Lead & Copper samples?
MCLs & Monitoring		Has the system triggered a Lead & Copper action level?
MCLs & Monitoring		If yes, has the system taken the required actions?
MCLs & Monitoring		Is the system feeding Fluoride?
MCLs & Monitoring		Has the system exceeded the maximum fluoride contaminant level?
MCLs & Monitoring		Has the system exceeded the Secondary Maximum Contaminant Level for Fluoride?
MCLs & Monitoring		Is the system failing to perform the required daily Fluoride monitoring?
MCLs & Monitoring		Is the system failing to meet the required monthly Fluoride monitoring in the distribution system?
MCLs & Monitoring		Has system falsified monitoring or reporting records?
MCLs & Monitoring		Is the system meeting minimum treatment monitoring requirements?
Disinfection Standards		Does the system disinfect?
Disinfection Standards		Is the system maintaining the minimum disinfection free chlorine residual entering the distribution system of 0.5 mg/l free chlorine or 1.0 mg/l chloramines?
Disinfection Standards		If the system failed to meet the minimum disinfection residual entering the distribution system, was the department notified?
Disinfection Standards		If system is required to do disinfection reporting, has it submitted the required monthly reports?
Disinfection Standards		If the system is required to meet concentration and detention time (CT) requirements, has a study been done?
Disinfection Standards		If required, is the system meeting appropriate disinfection concentration and detention time (CT)?
Disinfection Standards		Is sufficient operational monitoring being done to determine if a system is meeting CT requirements?
Disinfection Standards		If the system is required to do disinfection profiling, is it being done?
Disinfection Standards		If the system is required to do continuous finished water monitoring, is it being done and results recorded?

Disinfection Standards		Is the system meeting minimum treatment monitoring requirements?
Disinfection Standards		Is the system violating the maximum disinfectant level for chlorine?
Disinfection Standards		Is the system meeting minimum disinfection residual of total chlorine in the distribution system of 0.2 ppm?
Disinfection Standards		Is the system monitoring and reporting chlorine residuals in the distribution system on the bacti cards when collecting samples?
Disinfection Standards		For SW system or GWUDISW system, if feeding Chlorine Dioxide, has it exeeded the maximum residual for chlorine dioxide?
Disinfection Standards		If the system found detectable levels of chlorine dioxide in the finished water, has it done additional testing required?
Disinfection Standards		Does the system have an ampherometric titrater?
Enforcement		Has the system been notified or issued a letter of warning to correct deficiencies since last inspection?
Enforcement		If yes, has the system corrected the deficiencies or is making progress to correct the deficiencies as required?
Enforcement		Has the system been issued an NOV since last inspection?
Enforcement		Has the system been under BCA since the last inspection?
Enforcement		If yes, is the water system currently meeting the terms of the BCA?
Enforcement		What is begin date of the BCA?
Enforcement		What is the end date of the BCA?
Enforcement		What has been done to achieve compliance?
Enforcement		Has the system been on the Significant Non-Compliers "SNC" list since the last inspection?
Enforcement		If yes, what has the system done to achieve compliance?
Enforcement		Is the system currently under a Settlement Agreement?
Enforcement		Is the system currently under the terms of the Settlement Agreement?
Enforcement		Is the system currently under a court order?
Enforcement		Is the system meeting terms of the court order?

Enforcement		Is the system NOT complying with conditions set forth in any variances, exemptions or orders?
Enforcement		If yes, explain:
Enforcement		Has the system failed to address significant deficiencies listed in the most recent inspection report or sanitary survey report.
Sources		
General		Does the system have redundant sources?
General		Are there any abandoned, unused, or unapproved sources?
General		Has the system experienced source water capacity problems meeting demands since last inspection?
General		How many active service connections does the system serve?
General		Does the system have interconnections with neighboring systems or contingency plan for water outage?
General		Is an auxiliary power supply provided?
General		Is there a procedure in place for safe installation and fuel for backup power?
Groundwater	Construction	Is there a sampling tap provided?
Groundwater	SW Protection	Is the watershed or aquifer recharge area protected?
Groundwater	Construction	Is the well grouted to public drinking water sanitary standards?
Groundwater	General	Is the well Inactive?
Groundwater	SW Protection	Is there a Source Water Protection Plan developed for this source?
Groundwater	General	Why is the well inactive?
Groundwater	SW Protection	If yes, date of the plan:
Groundwater	General	Is the well being kept as a standby source?
Groundwater	General	If inactive, has the well been properly plugged?
Groundwater	General	If inactive and not plugged, is this well physically disconnected from the rest of the distribution system?

Groundwater	General	Latitude decimal measure
Groundwater	General	Longitude decimal measure
Groundwater	Construction	Is the supply intake above the floor of the collection chamber and screened?
Groundwater	SW Protection	What is the size of the owned/protected area in acres?
Groundwater	Construction	Is the well cased to public drinking water sanitary standards?
Groundwater	General	Is the well active?
Groundwater	SW Protection	Is the watershed or aquifer recharge area protected?
Groundwater	General	Does the source have a written permit/approval to be used by the department (Final Approval of Construction)?
Groundwater	General	If well was drilled after 1987, did the well driller have a permit and well registered?
Groundwater	General	Can a sample be properly collected at the well?
Groundwater	General	Is Capacity of the Well adequate to meet demands?
Groundwater	General	Is meter being read daily and gallons pumped recorded?
Groundwater	General	What is the average daily production of well (GPD)?
Groundwater	General	Capacity of well pump (GPM)?
Groundwater	General	At what pressure in psi?
Groundwater	General	If system serves 500 or more people, are there at least two sources provided with each able to serve the system?
Groundwater	General	Is auxiliary power supply provided?
Groundwater	General	Is draw down and yield measured monthly and recorded?
Groundwater	General	Is water hammer and movement of the discharge piping occurring?
Groundwater	General	Does the well pump cycle on and off frequently?
Groundwater	General	Does the well pump operate for 1000 or more minutes per day?

Groundwater	General	Is there chronic difficultly in maintaining system pressure or in filling water storage due to well or pump capacity?
Groundwater	General	Are controls that operate the pump adequate to avoid low pressures or wide pressure fluctuation?
Groundwater	General	Is there security lighting around source?
Groundwater	General	Has a GWUDISW Assessment been done for this source?
Groundwater	General	Has the source been determined to be under the influence of surface water?
Groundwater	General	Have there been any modifications since last inspection?
Groundwater	General	If modification were made since last inspection, were necessary approvals obtained?
Groundwater	General	Describe modifications if any.
Groundwater	General	Latitude decimal measure:
Groundwater	General	Longitude decimal measure:
Groundwater	Construction	Is there a screened overflow and drain pipe?
Groundwater	SW Protection	What is the nature of the protection area?
Groundwater	Construction	Is well house provided (not applicable to a pitless unit)?
Groundwater	SW Protection	What is the nature of the protection area?
Groundwater	Construction	If yes, is the well house equipped with access hatches or other facilities to provide for well pump removal or repairs?
Groundwater	Construction	If yes, is adequate interior and exterior lighting provided?
Groundwater	Construction	If yes, are adequate heating facilities provided to prevent freezing and equipment malfunction?
Groundwater	Construction	If yes, is there adequate ventilation and humidity control to prevent excess temperatures and equipment malfunction?
Groundwater	Construction	Is the floor of waterproof material and sloped away from well?
Groundwater	Construction	Is adequate drainage provided; normally a four inch floor drain?
Groundwater	Construction	Is access to the well house properly restricted to only authorized personnel?

Groundwater	SW Protection	Is the area adequately controlled?
Groundwater	Construction	Are the well and other components adequately protected from the weather?
Groundwater	SW Protection	Is the area adequately controlled?
Groundwater	SW Protection	Has a GWUDI Assessment been done for this source?
Groundwater	Construction	Is well subject to flooding?
Groundwater	SW Protection	Is the well located in the proximity of any potential sources of pollution? (Unless the geology and aquifer hydraulics dictate greater or lesser distances, or unless the department approves a lesser distance based on the engineering report, the following
Groundwater	SW Protection	If yes, date performed?
Groundwater	SW Protection	Are there wastewater treatment plants within 300 Ft?
Groundwater	SW Protection	Are there wastewater lagoons within 300 Ft?
Groundwater	SW Protection	Are there chemical storage areas within 300 Ft?
Groundwater	SW Protection	Are there landfills within 300 Ft?
Groundwater	SW Protection	Are there petroleum storage tanks within 300 Ft?
Groundwater	SW Protection	Are there wastewater and/or solid waste disposal fields within 300 Ft?
Groundwater	SW Protection	Are there manure storage area within 100 Ft?
Groundwater	SW Protection	Are there unplugged abandoned wells within 100 Ft?
Groundwater	SW Protection	Are there graves within 100 Ft?
Groundwater	SW Protection	Are there subsurface disposal fields within 100 Ft?
Groundwater	SW Protection	Are there sewage pumping stations within 100 Ft?
Groundwater	SW Protection	Are there building or yard used for livestock or poultry within 100 Ft?
Groundwater	SW Protection	Are there privies (outhouses) within 100 Ft?
Groundwater	SW Protection	Are there cesspools or other contaminants that may drain into the soil within 100 Ft?

Groundwater	SW Protection	Are there any sanitary sewer lines within 50 Ft?
Groundwater	SW Protection	Are there any existing wells within 50 Ft?
Groundwater	SW Protection	Are there any pits, sumps or holes within 50 Ft?
Groundwater	SW Protection	Are there any septic tanks within 50 Ft?
Groundwater	SW Protection	Are there any lakes or streams within 50 Ft?
Groundwater	SW Protection	Is the spring housed in a permanent structure and protected from contamination including the entry of surface water, animals and dust?
Groundwater	Construction	Is there lightning protection?
Groundwater	SW Protection	Are pesticides, herbicides, fertilizers, petroleum products, and other toxic or hazardous materials stored on the well lot?
Groundwater	SW Protection	Is the site subject to flooding?
Groundwater	Construction	Does the casing extend at least 12 inches above the well house floor and 18 inches above the ground surface?
Groundwater	SW Protection	Is the well house protected from flooding and the top of the well at least 4 ft above 100 yr flood or flood of record, whichever is higher?
Groundwater	SW Protection	Is the entire area within 100 feet of the spring owned by the supplier or controlled by a long term lease?
Groundwater	Construction	Is the well head casing in good general condition?
Groundwater	SW Protection	Is power service to the well at least 4 feet above 100 yr flood or flood of record, whichever is higher?
Groundwater	SW Protection	Is the entire area within 100 feet of the spring fenced to prevent access by livestock and void of buildings, dwellings and sources of contamination?
Groundwater	Construction	Does grout or a concrete pad surround the well casing?
Groundwater	SW Protection	Can the well be accessed and continue to operate during a flood?
Groundwater	SW Protection	Is surface water and drainage ditches diverted from the 100 feet protection zone around the spring?
Groundwater	Construction	What type of pump is used for this well?
Groundwater	SW Protection	Does the ground around the well slope to promote drainage away from the well?
Groundwater	Construction	Is top of well fitted with a water tight well cap for wells with pitless units?

Groundwater	SW Protection	Is the floor drain connected to sewer, storm drains, chlorination room drains, or any other source of contamination?
Groundwater	Construction	For wells that are not pitless units, is the well seal properly installed and maintained?
Groundwater	SW Protection	Is the well house kept clean, in good repair and not used to store toxic or hazardous material?
Groundwater	Construction	Are all other openings for vents, wires, and other appurtenances that pass through the upper well terminal properly sealed?
Groundwater	SW Protection	If well pump is a vertical turbine, is the seal between the pump base and well adequate to prevent contamination?
Groundwater	Construction	Is well vent turned down?
Groundwater	SW Protection	If the well pump is oil lubricated, are only approved food grade lubricants used?
Groundwater	Construction	Is well vent screened with an #18 mesh corrosion resistant screen?
Groundwater	Construction	Is well vent sized adequately at least 1.5 inches in diameter covered with an 18 mesh?
Groundwater	Construction	Is the discharge line from the well equipped to allow the well to be pumped to waste via an approved air gap?
Groundwater	Construction	Is the discharge a below ground discharge?
Groundwater	Construction	Is yes, is it an approved factory pitless unit?
Groundwater	Construction	Is a valve vault provided?
Groundwater	Construction	If yes, is the valve vault dry?
Groundwater	Construction	If yes, is the size of the vault adequate?
Groundwater	Construction	If yes, is access to the vault safe?
Groundwater	Construction	Is the well provided with an operable meter?
Groundwater	Construction	Is proper sample tap provide at the well?
Groundwater	Construction	Is there chemical addition at the well?
Groundwater	Construction	Is a sample tap provided on the well discharge before chemical injection point?
Groundwater	Construction	Is a sample tap provided on the well discharge after all chemical addition and Contact Time?

Groundwater	Construction	Is an operable pressure gauge provided on the well discharge line?
Groundwater	Construction	Is an operable shut off valve provided to isolate the well from the water system?
Groundwater	Construction	Is an operable check valve provided to isolate the well from the water system?
Groundwater	Construction	Is an air or vacuum release valve properly installed?
Groundwater	Construction	Is the well equipped with operable draw down measuring equipment?
Groundwater	Construction	If yes, are water level and yield recorded at least monthly (daily recommended particularly during high demand periods and drought periods)?
Surface Water	Dams	Has the dam been mowed and kept fee of trees, brush, or tall weeds?
Surface Water	General and Intakes	Does the source have a written permit to be used by the department?
Surface Water	Spillways	Is the physical condition of the emergency spillway good?
Surface Water	SW Protection	Does the system have an approved recreation plan for the reservoir?
Surface Water	Dams	Are there any sink holes, cracks, slides or eroded areas, animal burrows in the dam?
Surface Water	General and Intakes	For dams greater than 35 feet tall, does the dam have a Dam Safety Permit?
Surface Water	Spillways	Is there damage to Spillway or Dam threatening structural integrity?
Surface Water	SW Protection	Is recreation controlled according to the approved plan
Surface Water	Dams	Are seepage control drains open and functional?
Surface Water	General and Intakes	Is the capacity adequate to meet drought conditions?
Surface Water	Spillways	Are there any obstructions that will restrict water flow into, through or out of the emergency spillway?
Surface Water	SW Protection	Is recreation allowed without an approved plan?
Surface Water	Dams	Is any erosion occurring on the dam abutments?
Surface Water	General and Intakes	Is the capacity of the intake inlets adequate to supply current pumping rates?
Surface Water	Spillways	Is it an apron spillway type?

Surface Water	SW Protection	Does the system have a watershed management plan for the reservoir?
Surface Water	Spillways	If it is an apron type spillway, is there a fish fence?
Surface Water	SW Protection	If yes, is the watershed management plan being implemented?
Surface Water	Spillways	If it is an apron type spillway, is routine maintenance done to seal joints and cracks?
Surface Water	Spillways	If it is an apron type spillway, are brush and weeds growing in the spillway apron?
Surface Water	Dams	Is there a road across the dam?
Surface Water	General and Intakes	Is there a concern over raw water quality (water septic or high in iron or manganese)?
Surface Water	Spillways	Is the area around the spillway discharge or the channel being eroded?
Surface Water	SW Protection	Does the system have an acceptable algae control program?
Surface Water	Dams	If yes, is it properly maintained and safe?
Surface Water	Dams	Is access to the dam controlled?
Surface Water	General and Intakes	Are there any signs of serious silting or major erosion?
Surface Water	Spillways	Are there any obstructions (brush, trees) that will restrict water flow in the spillway discharge stream or channel?
Surface Water	SW Protection	Is the watershed or aquifer recharge area protected?
Surface Water	Dams	Is there damage to the dam threatening structural integrity?
Surface Water	General and Intakes	For reservoirs/lakes, are stadia markings provided at the reservoir to determine lake level?
Surface Water	Spillways	Is there damage to the spillway threatening structural integrity?
Surface Water	SW Protection	What is the nature of the protection area?
Surface Water	General and Intakes	Is the lake level determined routinely and the result recorded?
Surface Water	General and Intakes	Is the system encountering zebra mussel problems?
Surface Water	General and Intakes	Does the system have an effective zebra mussel control program?

Surface Water	General and Intakes	Is the road across the dam properly maintained?
Surface Water	General and Intakes	Is the capacity of the intake adequate to supply current pumping rates?
Surface Water	General and Intakes	Can the operators control the intake level to draw the best quality water?
Surface Water	General and Intakes	Is the intake protected from flood damage?
Surface Water	General and Intakes	Can the intake continue to operate during a flood?
Surface Water	General and Intakes	Is the intake protected from damage caused by boats, barges, and floating debris?
Surface Water	General and Intakes	Is access to the intake restricted?
Surface Water	General and Intakes	Are the intake inlets screened to protect the intake and pumps from damage caused by fish and debris?
Surface Water	General and Intakes	Is the intake a tower?
Surface Water	General and Intakes	If yes, are the inlet valves operational and in good condition?
Surface Water	General and Intakes	If yes, is the intake tower in good physical condition?
Surface Water	General and Intakes	If yes, can the inlet valves in the intake tower be accessed for maintenance and repair?
Surface Water	General and Intakes	If yes, is the intake tower provided with a working drain?
Surface Water	General and Intakes	Is the intake a flexible hose controlled by a cable and winch?
Surface Water	General and Intakes	If yes, is the cable and winch in good physical condition?
Surface Water	General and Intakes	If yes, is the scaffolding and supports for the intake, winch and cable in good physical condition?
Surface Water	General and Intakes	Is the intake a floating intake?
Surface Water	General and Intakes	If yes, is the float and its appurtenances in good physical condition?
Surface Water	General and Intakes	If yes, is the float properly anchored to prevent excessive movement and displacement?
Surface Water	General and Intakes	If yes, is a stainless steel safety cable attached to the hose and the intake structure with stainless steel brackets?
Surface Water	General and Intakes	For rivers or streams, is carryover storage required?

Surface Water	General and Intakes	If yes, are brush, trees, or tall weeds growing on the earthen storage berms?
Surface Water	General and Intakes	If yes, are any sink holes, cracks, slides or eroded areas, or animal burrows in the earthen storage berms?
Surface Water	General and Intakes	If a road across the berms, is the road properly maintained?
Surface Water	General and Intakes	Is access to the berms controlled?
Surface Water	General and Intakes	If the source is a major river, is enough raw or finished water storage provided to allow shut down to avoid contamination?
Surface Water	General and Intakes	For rivers or streams, is there a coffer dam?
Surface Water	General and Intakes	If yes, is the physical condition adequate?
Surface Water	General and Intakes	If yes, is erosion occurring at the coffer dam abutment?
Surface Water	General and Intakes	If yes, is serious silting occurring behind the coffer dam?
Surface Water	General and Intakes	What is the Latitude decimal measure?
Surface Water	General and Intakes	What is the Longitude decimal measure?
Treatment		
General		Is there chemical addition at this facility?
General		Are all materials that come into contact with the water approved to be used in public drinking water?
General		Has the system failed to perform and record the results of sufficient analyses to maintain control of treatment process or water quality?
General		Is there need for waste handling at this facility?
General		Are all chemicals fed approved to be used in public drinking water?
General		Is domestic wastewater treated or handled in an approved manner?
General		Will each chemical feeder provide a consistent reliable dose at each feeder setting?
General		Is the ability to handle treatment residuals interfering with plant operation?
General		Are dry chemical feeders weighed-off routinely to check feed dosage?

General		Is the capacity of residual holding facilities adequate?
General		Is the output of each solution feeder checked routinely to check feed dosage?
General		Do treatment residual have to be applied on frozen ground or during wet weather?
General		Is the amount of each chemical fed determined and recorded daily?
General		Is the system routinely disposing of treatment plant residuals?
General		What method is used by the operators to determine when each chemical dose needs adjusted?
General		Does the system have the staff and equipment to adequately handle the plant residuals?
General		What method is used by the operators to assure that the correct chemical dose is added?
General		How is the system disposing of the plant residuals?
General		Are the active barrels, carboys and day tanks of each liquid chemical fed on scales to track amount fed?
General		Is the general physical condition of each chemical feeder good?
General		Are at least two feeders available for essential chemicals with each capable of meeting plant demands?
General		Are chemical feed and storage areas adequately sized to safely store, load and feed the chemicals?
General		Are chemical feed and storage areas adequately lighted for safe operation?
General		Are chemical feed and storage areas adequately vented?
General		Are chemical feed and storage areas aequately heated?
General		Is appropriate equipment available to move and lift chemical containers?
General		Are transfer pumps available to transfer liquid chemicals from barrels or carboys to day tanks?
General		Are active barrels, carboys and day tanks of liquid chemicals vented to the outside to prevent plant damage?
General		Are hazardous chemicals provided with spill containment facilities?
General		Are adequate facilities provided to wash down chemical feed and storage areas?

General		Are material data sheets provided on each chemical fed?
General		Are written spill response plans provided on each chemical fed?
General		Are spill response plans available to the plant operators and the operators trained to respond?
General		Are chemical containers and feed lines labeled?
General		Are feeders feeding acids or caustic chemicals equipped with drain back piping to safely drain the feed lines?
General		Is the appropriate operator safety equipment provided for each chemical fed?
General		Are phosphate solutions covered and protected from contamination?
General		Is a 10 mg/l free chlorine residual maintained in the active phosphate solution tank, barrel, or carboy?
General		At any time, does feed equipment have to operate at its maximum settings to maintain effective doses?
General		Is the injection or feed point of acids and corrosive chemicals constructed to prevent damage?
General		Is approved laboratory equipment and analyses methods used to do operational tests?
General		If system is required to provide 4 logs virus inactivation or removal, is system meeting disinfection concentration and detention time (CT) requirements?
General		Is there a treatment plant?
General		If systems is required to disinfect, does system have standby or redundant disinfection facilities?
General		Is a certified operator on duty whenever the plant is in operation?
General		Are enough operators available to adequately man the treatment plant 365 days per year?
General		Does the water plant start and stop automatically?
General		If there are any treatment processes that are discontinued, please list in the "SDWIS Site Visit Info" question set.
General		Latitude:
General		Longitude:
Disinfection		Does the facility use chlorine gas?

Disinfection		Are ammonia solutions and anhydrous ammonia stored away from chlorine or fluoride compounds?
Disinfection		Is the chlorine dioxide generator housed in the same room as the chlorine feeders?
Disinfection		Are all chlorine cylinders and the feeders in a sealed room(s) separate from the other processes?
Disinfection		Does the feed room have sufficient heating to prevent feed problems?
Disinfection		For what purpose is the system feeding a chemical disinfectant?
Disinfection		For what purpose is ozone being fed?
Disinfection		What CT credit is required from the ultraviolet light radiation facilities?
Disinfection		Are active ammonium hydroxide solution tanks and anhydrous ammonia cylinders stored in an enclosed separate room?
Disinfection		Is the chlorine dioxide generator housed in a sealed room(s) separated from the other processes?
Disinfection		Is access to the room only from the outside of the building (no entrance from the plant)?
Disinfection		Is the feed room equipped with adequate interior and exterior lighting?
Disinfection		Does the disinfectant demand vary during a day's operation?
Disinfection		If yes, how is the disinfectant dose controlled?
Disinfection		Is a exhaust fan provided to pull gas vapors from the room?
Disinfection		Is access to the room only from the outside of the building?
Disinfection		Is a ventilation fan provided to pull chlorine gas from the room?
Disinfection		Is the size of the feed room adequate to safely move carboys or barrels?
Disinfection		Is adequate detention time provided for the process to work?
Disinfection		Is the intake for the fan high in the room?
Disinfection		Is a ventilation fan provided to pull gas from the room?
Disinfection		Are they capable of controlling temperature in the Chlorine Room?

Disinfection		Is water available to wash down the solution feed area?
Disinfection		Are the required operational tests to control the process done every day?
Disinfection		Is an air inlet louver provided in an exterior wall near the floor of the room?
Disinfection		Is the fan susceptible to damage from chlorine dioxide or chlorine gas?
Disinfection		Is the fan susceptible to damage from chlorine gas?
Disinfection		Can the feed area be washed down without damaging the room or equipment?
Disinfection		Is a continuous monitor provided to monitor disinfectant residuals (>3300 sw and gw required for 4 log inactivation)?
Disinfection		If yes, is it equipped with a low residual alarm?
Disinfection		If yes, is it used to control the disinfectant feeder?
Disinfection		If yes, is the discharge from the continuous monitors safely transported to a drain?
Disinfection		Does the system feed anhydrous ammonia?
Disinfection		Is the intake for the fan close to the floor (within 6 inches recommended) of the floor?
Disinfection		Is the intake for the fan close to the floor (within 6 inches recommended)?
Disinfection		Is the active chlorine solution day tank, carboy, barrel or bulk storage sealed and vented to the outside?
Disinfection		Is access to the chemical feed and storage areas restricted to only authorized personnel?
Disinfection		If yes, are individual exterior switches provided to operate the room lights and the fan?
Disinfection		If yes, are chains provided to safely secure all anhydrous ammonia cylinders both full and empty?
Disinfection		If yes, does the system have a leak response plan?
Disinfection		If yes, are the facility operators aware of the plan and trained in their duties during a leak?
Disinfection		Is the size of the room adequate to safely move ammonia carboys, barrels or cylinders?
Disinfection		Is an air inlet louver provided in an exterior wall near the ceiling of the room?

Disinfection		Is an air inlet louver provided in an exterior wall near the ceiling of the room?
Disinfection		Is the active chlorine solution day tank, carboy or barrel on scales?
Disinfection		At any time, does the feed equipment have to operate at its maximum to maintain disinfectant residuals?
Disinfection		Are all active anhydrous ammonia cylinders or ammonia carboys or barrels on scales?
Disinfection		Is a window provided to view the room before entering it?
Disinfection		Is a window provided to view the room before entering it?
Disinfection		Is the weight checked daily and the amount of chemical fed determined and recorded?
Disinfection		Is an ammonia leak detector provided with an alarm that will notify system operators of an anhydrous ammonia leak?
Disinfection		Are individual exterior switches provided to operate the room lights and the exhaust fan?
Disinfection		Are individual exterior switches provided to operate the room lights and the exhaust fan (recommend separate switches)?
Disinfection		Is there evidence of equipment or building damage due to corrosion from chlorine vapors?
Disinfection		Is any material stored in the room that is not compatible with ammonia?
Disinfection		Is the size of the room adequate to safely move the chlorine cylinders?
Disinfection		Is the size of the room adequate to store all active and inactive cylinders and to safely move the chlorine cylinders?
Disinfection		Is any material stored near the chlorine solution that is not compatible with chlorine?
Disinfection		Is sufficient safety equipment that is adequate to protect the operators provided?
Disinfection		Is a panic bar provided on the interior of the access door?
Disinfection		Is a panic bar provided on the interior of the access door or unlachable door that opens when you lean on it?
Disinfection		Is the feed room adequately vented?
Disinfection		What is ammonia to chlorine ratio?
Disinfection		Are sodium chlorite and chlorate solutions stored away from any chlorine feed or storage area?

Disinfection		Are all active cylinders on scales to track amounts fed?
Disinfection		Is the general physical condition of the solution feeder good?
Disinfection		How is the ammonia dose controlled?
Disinfection		
Disinfection		For cylinders smaller than one ton, are chains provided to safely secure all cylinders both full and empty?
Disinfection		Is the solution feeder piped to allow its output to be easily checked?
Disinfection		Is the minimum chloramine residual maintained in the water entering the distribution system?
Disinfection		Are sodium chlorite and chlorate solutions stored in a cool, dry, fireproof area separate from other processes?
Disinfection		Are all one ton containers safely secured in place?
Disinfection		What strength of chlorine is fed (%)
Disinfection		Are there any organic materials around the sodium chlorite and sodium chlorate solutions?
Disinfection		Is a strong ammonia solution provided to detect leaks (approx. 56%)?
Disinfection		Are the sodium chlorite and sodium chlorate solution feed and storage areas adequately ventilated?
Disinfection		Is a chlorine leak detector provided with an alarm that will notify system operators of a leak?
Disinfection		Do the sodium chlorite and chlorate solution feed and storage areas have drains, hose bibs and hoses?
Disinfection		Is any material stored in a chlorine room that is not compatible with chlorine (petroleum products, paint, hydrocarbons, etc.)?
Disinfection		Is protective safety equipment provided to protect the facility operators?
Disinfection		Is sufficient safety equipment (SCADA, etc.) provided that is adequate to protect the operators?
Disinfection		
Disinfection		Are the operators trained in using the safety equipment?
Disinfection		Is containment provided for any sodium chlorite and chlorate solution spill?

Disinfection		Does the system have a chlorine leak response plan?
Disinfection		Does the system have a sodium chlorite and chlorate solution spill response plan?
Disinfection		Are all facility operators aware of the plan and trained in their duties during a leak?
Disinfection		Are the facility operators familiar with the response plan and their duties under the plan?
Disinfection		Has a chlorine leak incident occurred since the last inspection?
Disinfection		Is the general physical condition of the sodium chlorite and sodium chlorate solution pump good?
Disinfection		If yes, explain problem and what was done to resolve it.
Disinfection		Is the acid feeder piped to allow its output to be easily and safely checked?
Disinfection		Is there evidence of equipment, wiring and building damage due to corrosion from chlorine gas?
Disinfection		Are calibration procedures implemented to routinely calibrate the chlorine dioxide generator?
Disinfection		Is an amperometric titrator provided to analyze for chlorites and chlorine dioxide residuals?
Disinfection		What method does the system use to control chlorine dioxide and chlorites in the water?
Disinfection		If feeding Chlorine Dioxide, has it exeeded the maximum residual for chlorine dioxide?
Fluoride		Are the fluoride feeding facilities in an area that will not cause a safety hazard or damage the treatment facilities?
Fluoride		Are antisiphon devices provided on the metering pump and at the injection point?
Fluoride		Is fluorisilicic acid used?
Fluoride		If yes, is the carboy or barrel sealed and vented to the outside?
Fluoride		If yes, is the operator safety equipment provided?
Fluoride		Is a flow control switch provided to prevent fluoride feed if there is no raw water flow?
Fluoride		Are the required operational test to control the process done every day?
Inhibitors		Why is an inhibitor fed?

Inhibitors		Why are silicates fed?
Inhibitors		Is adequate daily testing for iron, manganese and phosphates being performed to determine the amount of feed? (Ratio of 2:1 inhibitor to Fe or Mn for sequestration)
Inhibitors		Is there a method for determining the proper dosage and controlling the treatment process?
Inhibitors		Have all proprietary compounds received NSF approval?
Inhibitors		Are stock inhibitor solutions kept covered?
Inhibitors		Are phosphate solutions disinfected by carrying at least 10 milligrams per liter free chlorine residual in the solution?
Inhibitors		Are minimum chlorine residuals maintained in the water leaving the treatment facilities?
Inhibitors		Are satisfactory chlorine residuals maintained in the distribution system when phosphates are used?
Inhibitors		Is inhibitor testing conducted at the treatment facility to control the amount fed?
Inhibitors		What type of polyphosphate is being fed?
Inhibitors		What type of inhibitor other than polyphosphate is being fed?
Activated Carbon		Does System feed powdered activated carbon?
Activated Carbon		What is the purpose of using the granular activated carbon? (taste and odor, disinfection by-products)
Activated Carbon		Are the carbon storage and feed facilities in a sealed room(s) separate for the other processes?
Activated Carbon		Is the granular carbon used as replacement media for existing filters?
Activated Carbon		Is access to the room only from the outside of the building?
Activated Carbon		Are special carbon contactors provided?
Activated Carbon		Is the carbon feed room equipped with explosion proof electrical outlets, lights and motors?
Activated Carbon		What is the empty bed contact time with the carbon?
Activated Carbon		Is the general physical condition of the carbon feeder good?
Activated Carbon		How often is the granular carbon replaced?

Activated Carbon		Is dust collection equipment provided?
Activated Carbon		Is a method being used to control bacteria growth in the carbon?
Activated Carbon		Is the general physical condition of the carbon feed room good?
Activated Carbon		Are HPC bacteria tests done routinely on the carbon filter effluent and the plant finished water?
Activated Carbon		Is carbon being adequately contained to the carbon feed and storage areas?
Activated Carbon		Are continuous recording turbidity monitors provided on each carbon contactor effluent?
Activated Carbon		What is the normal carbon dose (mg/l)?
Activated Carbon		Are headloss gauges provided for each carbon contactor?
Activated Carbon		Is chlorine residual maintained in the water entering the carbon contactors?
Activated Carbon		Is chlorine fed into the effluent header of the carbon contactor?
Aeration		Is the general physical condition of the aerator good?
Aeration		Is the fan on the aerator working?
Aeration		Does sufficient air flow appear to be passing through the air inlet screens?
Aeration		Are the air inlet screens plugged?
Aeration		What method do the operators use to clean the air inlet screens?
Aeration		What is the purpose for the aerator?
Aeration		Is the aerator used for iron removal?
Aeration		If the aerator is used for iron removal, is there ferrous iron in the effluent?
Aeration		Is the aerator used for hydrogen sulfide removal?
Aeration		If the aerator is used for hydrogen sulfide removal, is there a hydrogen sulfide residual in the aerator effluent?
Aeration		Is the aerator used for CO2 removal?

Aeration		If the aerator is used for CO2 removal, do the operators run routine CO2 tests on the influent and effluent?
Aeration		Is the aerator influent distributor inspected on a scheduled routine?
Aeration		Are the interior aerator trays or media nspected on a scheduled routine?
Aeration		Are the interior aerator trays or media cleaned on a scheduled routine?
Aeration		Do the operators have a method and the equipment necessary to clean the interior aerator trays and media?
Aeration		Is a by-pass provided around the aerator?
Rapid Mix		Is sufficient agitation provided to completely mix the chemicals added?
Rapid Mix		Is the general physical condition of the rapid mixer good?
Rapid Mix		Is the general physical condition of the rapid mix chamber good?
Rapid Mix		If used for lime softening, is the pH in the rapid mix 9.5 or higher?
Coagulation, Flocculation		Is the general physical condition of the flocculation basin good?
Coagulation, Flocculation		Is the general physical condition of the flocculators good?
Coagulation, Flocculation		Can the speed of the flocculator(s) be varied?
Coagulation, Flocculation		Can the flocculation basin be drained for cleaning?
Coagulation, Flocculation		Is a large readily settleable floc developed?
Coagulation, Flocculation		For solids contact units and pulsators:
Coagulation, Flocculation		Are routine settleable solids tests done and recorded (no less once a shift)?
Coagulation, Flocculation		What percent solids are the operators trying to maintain at each tap (pnuematic type valves, (ooptimum 1 minute or less duration,3 hr frequency)?
Coagulation, Flocculation		Do the timers and sludge blow off valves work properly?
Coagulation, Flocculation		Is there a heavy turbidity carryover from the unit (2 Optimum, 3 or more exceedence)?
Settling		What is the purpose of the settling facilities? (primary, secondary, iron removal, lime softening, etc.)

Settling		What type of settling basin is provided? (conventional, high rate, covered, circular, etc.)
Settling		Is the general physical condition of the settling basin, its influent and effluent facilities and its baffles good?
Settling		Is the basin drained and cleaned at least anually?
Settling		Is there excessive amounts of solids in the basin?
Settling		What type of sludge removal equipment is provided?
Settling		Is the condition of the mechanical sludge removal equipment good?
Settling		If used for iron removal, is the iron being adequately removed in the basin?
Settling		If used for clarification, is the turbidity in the effluent of the basin greater than 2.0 NTU?
Settling		If used for lime softening, is the turbidity in the effluent less than 5.0ntu?
Filtration		Is the general physical condition of each filter good?
Filtration		Are functioning headloss indicators provided on each filter?
Filtration		Is a functioning backwash rate-of-flow indicator provided?
Filtration		What is the method of back washing the filters?
Filtration		How does the operator determine the backwash rate-of-flow and the gallons used per backwash?
Filtration		Can the backwash rate-of-flow be controlled by the operator?
Filtration		Can more than one filter be backwashed without interruption and not refill the backwash water supply?
Filtration		If a single backwash pump is used, is an alternative method of backwashing available?
Filtration		How does the operator determine when to backwash a filter?
Filtration		How does the operator determine when to stop backwashing a filter?
Filtration		Is filter to waste piping provided for each filter?
Filtration		Are filters operated to waste before being returned to service?

Filtration		How does the operator determine when to stop operating a filter to waste (turbidity reading should be on gauge just out of filters?
Filtration		Can each gravity filter be safely accessed for surface washing?
Filtration		Are air scour facilities provided?
Filtration		If yes, is general condition of air blower good?
Filtration		If yes, is the general condition of air piping good?
Filtration		If yes, can the operator control timing and duration of the air scour?
Filtration		If yes, can the operator determine and control the air flow rate?
Filtration		Are surface washing facilities provided for gravity filters?
Filtration		Are mechanical surface wash facilities provided?
Filtration		If yes, is their general condition good?
Filtration		If yes, is a hose and nozzle provided to wash the filter corners?
Filtration		Is adequate safe lighting provided for washing gravity filters?
Filtration		Is a method used to control the loading rate of each filter?
Filtration		Is a curb provided around the top of gravity filters to prevent dirt and other things from getting into the filter?
Filtration		Are effluent sampling taps provided for each filter?
Filtration		Is an influent sampling tap provided for pressure filters?
Filtration		If used for iron removal, what is the total iron residual in each filter influent and effluent?
Filtration		Are turbidity loadings excessive?
Filtration		Are continuous turbidity monitors provided on the gravity filter effluents?
Filtration		If yes, are the readouts located where they can be read by operators during filter operation?
Filtration		If yes, can the operators provide graphs profiling each filter operation?

Filtration		If yes, do they indicate filter to waste turbidity?
Filtration		Is the general physical condition of the filter piping and valves good?
Filtration		When was the last time the filter media was inspected?
Filtration		For gravity filters, is there adequate freeboard between the media and the bottom of the filter troughs?
Filtration		If pneumatic valves are used, is the condition of the air supply system good?
Filtration		If pneumatic valves are used, can the valves be operated manually if the air system fails?
Filtration		Can the system meet demands with one filter out of service?
Filtration		Is the headloss on each filter read and recorded daily?
Filtration		Is the headloss on each filter read and recorded just before and after the filter is washed?
Filtration		For systems not treating surface water or GWUDI, are daily tests done and recorded for turbidity, chlorine residual or iron concentration on each filter effluent?
Filtration		Is an air release valve provided on the top of each pressure filter?
Filtration		Is a manway provided in the top of each large pressure filter for inspection and repair?
Filtration		When was the last time the interior of each pressure filter was inspected?
Ion Exchange		Is the general physical condition of the softeners good?
Ion Exchange		Is the general physical condition of the softener valves and piping good?
Ion Exchange		Is a metered by -pass provided around the softeners?
Ion Exchange		Is the total flow into or out of the softeners metered?
Ion Exchange		Is an automatic air release valve provided on each softener?
Ion Exchange		Is the operator testing the effluent of each softener daily to decide when to regenerate?
Ion Exchange		Is a method provided to determine the strength of the brine solution used for regeneration?
Ion Exchange		If a brine pump is used, is the general physical condition of the brine pump and piping good?

Ion Exchange		Is the rate-of-flow of the brine pump metered?
Ion Exchange		Are salt dissolving and wet storage tanks covered?
Ion Exchange		Are sampling taps provided on each softener effluent?
Ion Exchange		Can the softeners be operated to waste after regeneration?
Ion Exchange		What method is used to backwash the softeners?
Ion Exchange		Is a backwash rate-of-flow meter provided?
Ion Exchange		Are records maintained of the daily gallons treated, bypassed and produced?
Ion Exchange		Are records maintained of the total hardness on the effluent of each softener?
Ion Exchange		Is the total hardness of the raw and finished water tested daily and the results recorded?
Membrane Filtration		What type of membranes are used?
Membrane Filtration		Is pretreatment being utilized?
Membrane Filtration		How often are the membranes backwashed?
Membrane Filtration		Is backwashing procedure fully automatic?
Membrane Filtration		If pumps are used for backwashing, are at least two adequately sized pumps provided?
Membrane Filtration		If compressed air is used for backwashing, are at least two adequately sized compressors provided?
Membrane Filtration		Are air filters provided to assure that the membranes are not contaminated with airborne pathogens?
Membrane Filtration		Are multiple membrane arrays or modules provided?
Membrane Filtration		Can the facility meet maximum design flows while one membrane array, skid or train is isolated for membrane replacement, testing, backwashing or cleaning at the coldest water temperature?
Membrane Filtration		If compressed air is used for backwashing, are at least two adequately sized compressors provided?
Membrane Filtration		Are air filters provided to assure that the membranes are not contaminated with airborne pathogens?
Membrane Filtration		Are pressure gauges provided on the influent and effluent piping of each membrane array, skid or train? (4 1/2" diameter, liquid filled, sealed gauges correct to within 1/2 of 1% of full scale)

Membrane Filtration		Are online particle sizing and counting equipment provided on the effluent piping of each membrane array?
Membrane Filtration		Is turbidity monitoring equipment provided on the influent and effluent piping of each membrane array?
Membrane Filtration		Is continuous recording equipment provided for turbidity and for the particle counts in the 2 to 5 micron range?
Membrane Filtration		Is the turbidity and particle counting equipment connected with alarm system to warn operators of excessive particle or turbidity break through?
Membrane Filtration		Is the equipment and appurtenances necessary for chemical cleaning of the membranes provided?
Membrane Filtration		How often are the membranes chemically cleaned?
Membrane Filtration		Is integrity testing equipment for bubble testing and conducting pressure or vacuum hold testing of membrane modules provided?
Membrane Filtration		Is integrity testing done every day and the results recorded?
Membrane Filtration		Is adequate monitoring done to prevent premature membrane fouling?
Membrane Filtration		Is the necessary equipment, valves, piping and appurtenances provided to easily shut off individual membrane modules and to locate and remove defective elements?
Membrane Filtration		Are any membrane containers leaking?
Membrane Filtration		Are pretreatment residuals, backwashing and chemical cleaning wastes properly disposed of?
Membrane Filtration		Is appropriate safety equipment provided for handling membrane cleaning chemicals?
Other		Is Activated Alumina added?
Other		Does the system use carbon dioxide?
Other		Does the facility use Distillation?
Other		Does the system feed Hydrous Manganese Oxide (HMO) for radionuclide removal?
Other		What is the target contaminant for using the Activated Alumina?
Other		Are all carbon dioxide cylinders and the feeders in a sealed room(s) separate from the other processes?
Other		Add additional questions in future
Other		Questions to be added in the future?

Other		Is exterior bulk carbon dioxide storage located where carbon dioxide cannot enter a below ground area, the water plant, a work area or a home?
Other		What is the frequency of Activated Alumina replacement?
Other		Is the general physical condition of the bulk carbon dioxide storage good?
Other		How is the spent Activated Alumina disposed of?
Other		Is a ventilation fan provided to pull gas from the room?
Other		Is the intake for the fan close to the floor (within 6 inches recommended)?
Other		Is an air inlet louver provided in an exterior wall near the ceiling of the room?
Other		Can sufficient carbon dioxide be fed to produce a stable water?
Other		Is there high turbidity carryover onto the filters?
Other		Is the general physical condition of the recarbonation basin good?
Pumping Facilities		
General		What is the name & location of this pumping station?
General		What type of pump is this?
General		What is the average daily demand of this pumping station? (MGD)
General		What is the actual pumping capacity of the pumps? e.g., _____gpm
General		What is the design Head (ft)?
General		Is the output capacity verified at least annually?
General		Are all pumping units operable?
General		Is all of the pumping equipment in good condition, including pump packing or seals, pumps, pump piping, valves and appurtenances?
General		Is the electric service and controls for the pumps in good general condition?
General		Is security around the pumping station adequate including outside panel for switches, valves, etc. to protect from unauthorized access?

General		Is the pump facility properly protected against unauthorized entry?
General		If a critical pump fails to operate, are operators notified of this by a telephone dialer or similar automatic system?
General		Are there repeated or persistent low pressures caused by pump or pump control problems or inadequate pump capacity.
General		What is Latitude decimal measure?
General		What is Longitude decimal measure?
General		Are any pumps operating in series?
Design		What type of pump(s) are at this pumping station?
Design		How many pumping units are provided?
Design		How many parallel pumps are provided at this location?
Design		Are there at least two equal and functioning pumping units? (Note: For well systems, consider other wells)
Design		Can the demand be met by the remaining pump(s) when the largest pumping unit is out of service?
Design		Is the building and equipment protected from flooding?
Design		Is power service to the pumping facilities at least 4 feet above the 100 year flood or flood of record, which ever is higher?
Design		Can the pumping facilities be accessed and continue to operate during a flood?
Design		Is the ground around the pumping facilities sloped to promote drainage away from the facility?
Design		Is the pumping facility provided with drains and sumps adequate to remove water from the room or building?
Design		Is the pumping facility provided with adequate interior and exterior lighting?
Design		Is the pumping facility provided with adequate heating facilities to prevent freezing and equipment malfunction?
Design		Is the pumping facility adequately vented to prevent excess temperatures and equipment malfunctions?
Design		Is the size of the room or building large enough for safe removal and maintenance of the pumps, piping, and appurtenances?
Design		Is each pump discharge line equipped with?

Design		a positive-acting check valve between the pump and the isolation valve?
Design		isolation valves/shut off valves to isolate each pump for repair?
Design		operable pressure gauge?
Design		operable pressure gauge and compound gauge on each pump suction line (exclude submerged vertical turbin pumps)?
Design		operable pressure gauge/vacuum gauge for vacuum assisted suction pumps?
Design		operable flow meter?
Design		blow-off line?
Design		Are gate valves located on suction and discharge sides of each pump (flooded suction applications)?
Design		Is an air release valve located between the source and check valve? (Recommended for Vertical Turbine and Submersible Pumps)
Design		Is the discharge line from the air release valve properly protected to prevent the entrance of contaminants?
Design		Are pumps controlled automatically?
Design		What type of automatic control function is used?
Design		Is the type of automatic control adequate to avoid low pressures or wide pressure fluctuations?
Design		Do the controls include an adequate failure alarm system?
Design		Are chemical feeders tied to the pump controls?
Design		If yes, what chemicals are fed?
Design		Do the controls include a fail-safe device to stop chemical feed in the event of loss of water flow?
Design		Do the controls include elapsed time meters (ETMs)
Design		Are all controls protected inside a waterproof cabinet?
Design		Does the pump station have automatic signaling apparatus which will report when the station is out of service?
Design		Does the system control pumps through a SCADA system?

Design		If yes, and the SCADA system is out of service, can personnel operate the system manually?
Design		Is access to the pumping facility adequately restricted to only authorized personnel?
Operation		Is the building in good structural condition?
Operation		Is the building orderly and clean?
Operation		Is safety equipment adequate?
Operation		Is there any leaking water from the piping or appurtenances?
Operation		Is there any dirt / grime around the pump or motor?
Operation		Is there any leaking lubricant around the pump or motor?
Operation		Are the correct types of lubricant used?
Operation		Are pump or drive shaft bearings oil lubricated?
Operation		If yes, is the oil approved by an ANSI accredited organization?
Operation		Is there any excessive noise/ vibration/ heat/ odors?
Operation		Is the control system set to prevent excessive cycling of the pump?
Operation		Are toxic chemicals, hazardous or flammable materials or lubricants stored inside the pumping station?
Operation		Are adequate operational records maintained for pumping facilities?
Operation		Are the controls adequately maintained and in good working order and valves exercised regularly?
Distribution		
Records & Plans		Does the system have a distribution system?
Records & Plans		Does the system have up-to-date plans on the distribution system?
Records & Plans		Are the maps updated as changes to the system are made?
Records & Plans		Is the scale and detail of the system plans adequate to locate each main, valve, hydrant and flushing device?

Records & Plans		Does the system have individual meters?
Records & Plans		Does the system have individual records on each meter in the distribution system?
Records & Plans		Does the system have individual records on each fire hydrant in the distribution system?
Records & Plans		Does the system have individual records on each flushing device in the distribution system?
Records & Plans		Does the system maintain leak repair records?
Records & Plans		Does the system maintain water loss records?
Records & Plans		Does the system have records of routine tests on fire hydrants for flow and residual water pressure?
Pressure/Flow		Are there any fire hydrants that will not provide adequate flows at no less than 20 psi?
Pressure/Flow		How often are pressure readings taken in the distribution system?
Pressure/Flow		Does the system routinely test the fire hydrants for flow and residual water pressure?
Pressure/Flow		Does system have wide spread or persistent low pressure events?
Cross-Connections/Backflow Prevention		Does the water system have a cross-connection control program (community only)?
Cross-Connections/Backflow Prevention		Does the cross-connection control program include the following for Community PWSs only:
Cross-Connections/Backflow Prevention		Required installation of approved backfow prevention devices?
Cross-Connections/Backflow Prevention		Plan review and inspection of new construction?
Cross-Connections/Backflow Prevention		Right-of-entry for inspections?
Cross-Connections/Backflow Prevention		An annual inspection by a certified tester conducted for all installed backflow prevention devices?
Cross-Connections/Backflow Prevention		Discontinuance of service to any facility where suitable backflow prevention has not been provided for a cross-connection?
Cross-Connections/Backflow Prevention		Are there any unprotected cross connections in the system?
Cross-Connections/Backflow Prevention		Has the department notified the system previously of these cross-connections?
Cross-Connections/Backflow Prevention		Does the water system have a program to control the use of fire hydrants?

Disinfection		Does the system disinfect or purchase water that is disinfected?
Disinfection		Does the system have a pocket colorimeter or another testing instrument that is approved for use by the EPA under their standard methods
Disinfection		Are chlorine residuals tested and recorded in the distribution system at least at the same locations and times as the coliform samples are collected?
Disinfection		Is at least a 0.2 mg/l total chlorine residual maintained at all points in the distribution system?
Disinfection		Is there an adequate number of coliform sample sites and do they provide a representative sample of the system conditions?
Disinfection		Do water main disinfection procedures meet the AWWA C-651 Standard?
Disinfection		Does the system or its contractor have the pumps, tanks, and other equipment necessary to disinfect new or repaired water mains?
Disinfection		Does the utility use proper safety procedures for handling line disinfection chemicals?
Operation & Maintenance		Is there a valve exercising program?
Operation & Maintenance		If yes, are valves exercised at least once per year?
Operation & Maintenance		Do individual valve records include the minimum necessary location, operation, and maintenance information?
Operation & Maintenance		Is there a water main flushing program?
Operation & Maintenance		If yes, is a systematic and unidirectional process used?
Operation & Maintenance		Is there a written set of procedures for flushing the system using unidirectional flushing?
Operation & Maintenance		How frequently is unidirectional flushing performed?
Operation & Maintenance		Are all dead end water mains equipped with a means to flush the line?
Operation & Maintenance		Has system failed to properly disinfect new or newly repaired water mains?
Operation & Maintenance		Are dead end water mains flushed at least semiannually?
Operation & Maintenance		Is there a fire hydrant testing program, separate from the line flushing program?
Operation & Maintenance		If yes, does the system oversee this testing?
Operation & Maintenance		Is there a leak detection program?

Operation & Maintenance		Does the system have the equipment available to test fire hydrants?
Operation & Maintenance		Does the system have equipment for locating leaks and water mains?
Operation & Maintenance		Is water loss less than 10% taking into consideration unaccounted water use for fire flow, flushing, etc.?
Operation & Maintenance		Are there any submerged automatic air release valves or uncapped manual air release valves?
Safety		Are any valves or meters in vaults?
Safety		If yes, can the operator observe gauge readings and perform a visual inspection without entering the vault?
Safety		Are operators aware of the dangers of confined spaces and that the vaults are confined spaces?
Safety		Does the operator have and use gas monitoring equipment and follow a confined space entry procedure?
Safety		Is ventilation provided in all rooms, compartments, pits and other enclosures where unsafe atmosphere may develop or where excessive heat may be?
Safety		Does the system or its contractor have trench boxes or shoring?
Safety		Does the system or its contractor have ladders to access trenches?
Safety		Does the system or its contractor have ditch pumps to control trench water?
Safety		Does the system or its contractor have protective barriers, traffic control cones and other equipment to protect the work site?
Transmission and Distribution Needs Assessment		Approx Total Pipe Length (feet or miles)?
Transmission and Distribution Needs Assessment		Does the System have PVC pipe?
Transmission and Distribution Needs Assessment		How many feet or miles of 1 inch PVC?
Transmission and Distribution Needs Assessment		% of 1 inch PVC in poor condition or beyond useful life?
Transmission and Distribution Needs Assessment		How many feet or miles of 2 inch PVC?
Transmission and Distribution Needs Assessment		% of 2 inch PVC in poor condition or beyond useful life?
Transmission and Distribution Needs Assessment		How many feet or miles of 4 inch PVC?
Transmission and Distribution Needs Assessment		% of 4 inch PVC in poor condition or beyond useful life?

Transmission and Distribution Needs Assessment		How many feet or miles of 6 inch PVC?
Transmission and Distribution Needs Assessment		% of 6 inch PVC in poor condition or beyond useful life?
Transmission and Distribution Needs Assessment		How many feet or miles of 8 inch PVC?
Transmission and Distribution Needs Assessment		% of 8 inch PVC in poor condition or beyond useful life?
Transmission and Distribution Needs Assessment		How many feet or miles of 10 inch PVC?
Transmission and Distribution Needs Assessment		% of 10 inch PVC in poor condition or beyond useful life?
Transmission and Distribution Needs Assessment		How many feet or miles of 12 inch PVC?
Transmission and Distribution Needs Assessment		% of 12 inch PVC in poor condition or beyond useful life?
Transmission and Distribution Needs Assessment		Does the System have Ductile Iron Pipe DIP?
Transmission and Distribution Needs Assessment		How many feet or miles of 1 inch DIP?
Transmission and Distribution Needs Assessment		% of 1 inch DIP in poor condition or beyond useful life?
Transmission and Distribution Needs Assessment		How many feet or miles of 2 inch DIP?
Transmission and Distribution Needs Assessment		% of 2 inch DIP in poor condition or beyond useful life?
Transmission and Distribution Needs Assessment		How many feet or miles of 4 inch DIP?
Transmission and Distribution Needs Assessment		% of 4 inch DIP in poor condition or beyond useful life?
Transmission and Distribution Needs Assessment		How many feet or miles of 6 inch DIP?
Transmission and Distribution Needs Assessment		% of 6 inch DIP in poor condition or beyond useful life?
Transmission and Distribution Needs Assessment		How many feet or miles of 8 inch DIP?
Transmission and Distribution Needs Assessment		% of 8 inch DIP in poor condition or beyond useful life?
Transmission and Distribution Needs Assessment		How many feet or miles of 10 inch DIP?
Transmission and Distribution Needs Assessment		% of 10 inch DIP in poor condition or beyond useful life?

Transmission and Distribution Needs Assessment		How many feet or miles of 12 inch DIP?
Transmission and Distribution Needs Assessment		% of 12 inch DIP in poor condition or beyond useful life?
Transmission and Distribution Needs Assessment		Does the System have Cast Iron (CI) pipe?
Transmission and Distribution Needs Assessment		How many feet or miles of 1 inch CIP?
Transmission and Distribution Needs Assessment		% of 1 inch CIP in poor condition or beyond useful life?
Transmission and Distribution Needs Assessment		How many feet or miles of 2 inch CIP?
Transmission and Distribution Needs Assessment		% of 2 inch CIP in poor condition or beyond useful life?
Transmission and Distribution Needs Assessment		How many feet or miles of 4 inch CIP?
Transmission and Distribution Needs Assessment		% of 4 inch CIP in poor condition or beyond useful life?
Transmission and Distribution Needs Assessment		How many feet or miles of 6 inch CIP?
Transmission and Distribution Needs Assessment		% of 6 inch CIP in poor condition or beyond useful life?
Transmission and Distribution Needs Assessment		How many feet or miles of 8 inch CIP?
Transmission and Distribution Needs Assessment		% of 8 inch CIP in poor condition or beyond useful life?
Transmission and Distribution Needs Assessment		How many feet or miles of 10 inch CIP?
Transmission and Distribution Needs Assessment		% of 10 inch CIP in poor condition or beyond useful life?
Transmission and Distribution Needs Assessment		How many feet or miles of 12 inch CIP?
Transmission and Distribution Needs Assessment		% of 12 inch CIP in poor condition or beyond useful life?
Transmission and Distribution Needs Assessment		Does the System have Asbestos Cement (AC) pipe?
Transmission and Distribution Needs Assessment		How many feet or miles of 1 inch AC?
Transmission and Distribution Needs Assessment		% of 1 inch AC in poor condition or beyond useful life?
Transmission and Distribution Needs Assessment		How many feet or miles of 2 inch AC?

Transmission and Distribution Needs Assessment		% of 2 inch AC in poor condition or beyond useful life?
Transmission and Distribution Needs Assessment		How many feet or miles of 4 inch AC?
Transmission and Distribution Needs Assessment		% of 4 inch AC in poor condition or beyond useful life?
Transmission and Distribution Needs Assessment		How many feet or miles of 6 inch AC?
Transmission and Distribution Needs Assessment		% of 6 inch AC in poor condition or beyond useful life?
Transmission and Distribution Needs Assessment		How many feet or miles of 8 inch AC?
Transmission and Distribution Needs Assessment		% of 8 inch AC in poor condition or beyond useful life?
Transmission and Distribution Needs Assessment		How many feet or miles of 10 inch AC?
Transmission and Distribution Needs Assessment		% of 10 inch AC in poor condition or beyond useful life?
Transmission and Distribution Needs Assessment		How many feet or miles of 12 inch AC?
Transmission and Distribution Needs Assessment		% of 12 inch AC in poor condition or beyond useful life?
Transmission and Distribution Needs Assessment		Does the System have Other type(s) of pipe?
Transmission and Distribution Needs Assessment		List Type(s), Size(s), Feet or Miles, and % in poor condition of each.
Storage		
Gravity/Unpressurized		Are safety climbing devices provided on all access ladders?
Gravity/Unpressurized		Is the storage capacity equal to or greater than the average daily consumption?
Gravity/Unpressurized		Are there cracks in the walls or covers of the in-ground concrete storage tanks?
Gravity/Unpressurized		Is the method of controlling water levels in the storage adequate to prevent stagnant water, freezing, and overflow problems?
Gravity/Unpressurized		Are the roof and side walls water tight with no unprotected openings?
Gravity/Unpressurized		Total usable finished water storage capacity of this storage facility (gallons)?
Gravity/Unpressurized		Is the storage structure interior coating or liner in good condition?

Gravity/Unpressurized		Is the tank being filled to capacity during automatic fill cycles?
Gravity/Unpressurized		Does the tank appear to be structurally sound?
Gravity/Unpressurized		Is the storage system designed for direct pumping or floating on the distribution system?
Gravity/Unpressurized		Is the frequency of interior inspection and cleaning adequate? (recommend draining, cleaning and inspecting every 2 to 5 years)
Gravity/Unpressurized		Are instruments and controls adequate and operational and maintained?
Gravity/Unpressurized		Is the overflow pipe terminated 12 to 24 inches above the ground?
Gravity/Unpressurized		If designed to allow both modes, in which mode is it being operated?
Gravity/Unpressurized		What is the frequency of the inspection?
Gravity/Unpressurized		Does the operator understand what controls the water level or pressure in the tank and how to make adjustments?
Gravity/Unpressurized		Is the overflow pipe screened and/or fitted with a flapper gate?
Gravity/Unpressurized		If operated in the "floating mode," is the tank volume included in the calculation for disinfectant contact time?
Gravity/Unpressurized		Is a report of the last storage facility inspection available for review?
Gravity/Unpressurized		Does low pressure level provide adequate pressure throughout the distribution system?
Gravity/Unpressurized		Is the overflow pipe directly connected to a storm sewer or sanitary sewer?
Gravity/Unpressurized		Is the elevation of the tank sufficient to maintain distribution pressure throughout the system?
Gravity/Unpressurized		Is the frequency of structural, sanitary, and protective coating inspections adequate?
Gravity/Unpressurized		Are there feathers, nesting material, or other debris found inside the overflow pipe?
Gravity/Unpressurized		Is the storage structure designed and have valves so that it can be isolated from the distribution system without necessitating loss of pressure in the distribution system?
Gravity/Unpressurized		Is VOC and coliform testing performed after painting?
Gravity/Unpressurized		Is there a splash pad under the overflow pipe to prevent erosion?
Gravity/Unpressurized		Is a hydrant or clean out provided that will drain the storage facility after it has been isolated from the system?

Gravity/Unpressurized		Is leakage evident at time of inspection?
Gravity/Unpressurized		Is air vent turned downward or covered from rain?
Gravity/Unpressurized		Is storage structure safely accessible to the inspector and operator?
Gravity/Unpressurized		Are there provisions established for maintaining the water supply when the storage tank is out of service for maintenance?
Gravity/Unpressurized		Is air vent terminated at a minimum of 24 inches or 3 vent diameters above the surface of storage tank roof?
Gravity/Unpressurized		Is the recommended number of manways provided?
Gravity/Unpressurized		Is the roof hatch locked?
Gravity/Unpressurized		Is air vent properly screened?
Gravity/Unpressurized		Does anything attached to the storage facility interfere with the safe use of an access ladder, balcony, manway or cat walk?
Gravity/Unpressurized		Is the area under and around the storage facility mowed and trees and brush removed?
Gravity/Unpressurized		Is the access hatch opening covers overlapping, water tight, and greater than or equal to four inches above the tank roof surface?
Gravity/Unpressurized		Is the storage structure secure from unauthorized access?
Gravity/Unpressurized		Is the perimeter around the storage fenced with a locking gate?
Gravity/Unpressurized		Are outside access hatches equipped with lock(s)?
Gravity/Unpressurized		Is a ladder guard provided on the exterior access ladder or is the ladder terminated at least ten feet above the ground to deter unauthorized access?
Gravity/Unpressurized		Does any unprotected, inadequately protected or improperly constructed opening in a storage facility exist?
Gravity/Unpressurized		Have antennas, sirens, lights, or other appurtenances been installed on elevated storage facilities?
Gravity/Unpressurized		Is access to the storage facility adequately restricted to only authorized personnel?
Gravity/Unpressurized		Is there evidence that the water in the storage facility has been contaminated. (feathers or nesting material in an overflow pipe, positive bacteria samples)?
Gravity/Unpressurized		Were the appurtenances installed by qualified professionals?
Gravity/Unpressurized		Are roof penetrations, if any, adequately sealed?

Gravity/Unpressurized		Are cables or wires going to any appurtenance installed in conduits and properly attached to the storage facility?
Gravity/Unpressurized		Is all treated water storage covered with a permanent water tight roof that drains properly?
Gravity/Unpressurized		Is the storage structure protected against flooding?
Gravity/Unpressurized		Are the piping, valves and equipment in good condition?
Gravity/Unpressurized		Is the area surrounding the ground-level storage structure graded/sloped in a manner to promote water drainage away from the facility and prevent surface water from standing?
Gravity/Unpressurized		Are the footings and foundations in good physical condition?
Gravity/Unpressurized		Is the top of the footings and foundations for standpipes, elevated tanks and ground storage tanks 12 inches above grade?
Gravity/Unpressurized		Is the grouting between footings and foundations and the storage bottoms or feet in good condition?
Gravity/Unpressurized		Are wind rods on leg elevated tanks properly tight?
Gravity/Unpressurized		Is the storage facility having problems with stagnant water, freezing, or overflowing?
Gravity/Unpressurized		Is there is a valve vault:
Gravity/Unpressurized		Is it dry?
Gravity/Unpressurized		Is the size of the vault adequate?
Gravity/Unpressurized		Is access to the vault adequate?
Gravity/Unpressurized		Is the piping in good condition?
Gravity/Unpressurized		Is the equipment functioning properly?
Gravity/Unpressurized		Is there a bypass line?
Gravity/Unpressurized		Latitiude (Decimal Measure)?
Gravity/Unpressurized		Longitude (Decimal Measure)?
Clear-Wells		Does the tank appear to be structurally sound?
Clear-Wells		Total usable finished storage capacity of this clearwell (gallons)?

Clear-Wells		Are safety precautions followed for climbing tanks?
Clear-Wells		Are instruments and controls adequate and operational?
Clear-Wells		Are they being utilized and maintained?
Clear-Wells		Is all treated water storage covered?
Clear-Wells		Is the storage structure protected against flooding?
Clear-Wells		Are there cracks in the walls or covers of the in-ground concrete storage tanks?
Clear-Wells		Does the operator understand what controls the water level or pressure in the tank and how to make adjustments?
Clear-Wells		Are water level / pressure control systems reliable and properly protected?
Clear-Wells		Is the area surrounding the ground-level storage structure graded in a manner that will prevent surface water from standing within 50 feet of it?
Clear-Wells		Is the storage structure interior coating or liner peeling or cracked?
Clear-Wells		Is the water level indicator accurate?
Clear-Wells		Is the storage structure adequately protected from potential sources of contamination?
Clear-Wells		What is the frequency of interior inspection and cleaning?
Clear-Wells		Are all sewer lines outside a minimum 50 foot boundary from an in-ground storage tank?
Clear-Wells		Is this adequate?
Clear-Wells		Are overflow pipes:
Clear-Wells		Is storage structure safely accessible to the inspector and operator?
Clear-Wells		What is the frequency of structural/protective coating inspections?
Clear-Wells		Terminated 12 to 24 inches above the ground?
Clear-Wells		Screened or fitted with a flapper gate or screened?
Clear-Wells		Directly connected to a storm sewer or sanitary sewer?

Clear-Wells		Splash pad provided?
Clear-Wells		Are air vents:
Clear-Wells		Does the catwalk over finished water in a storage structure have a solid floor with raised edges?
Clear-Wells		Is this adequate?
Clear-Wells		Turned downward or covered from rain?
Clear-Wells		Terminated at a minimum of 3 diameters above the surface of storage tank roof?
Clear-Wells		Screened?
Clear-Wells		Are access opening covers overlapping, water tight, and greater than or equal to four inches above the tank roof surface?
Clear-Wells		Does the storage reservoir have a watertight roof or cover and is it sloped so that water will drain?
Clear-Wells		Are the structural / protective coating inspections done by a NACE certified inspector and in accordance with AWWA Standard D101?
Clear-Wells		Are outside access hatches locked?
Clear-Wells		For steel tanks, is it protected against corrosion?
Clear-Wells		Is VOC and coliform testing performed after painting?
Clear-Wells		Is there a roof penetration for a water level indicator cable through a fitting grommet that is NOT tight?
Clear-Wells		In cold climates, is the tank protected against icing?
Clear-Wells		Following interior inspection / maintenance activities and before tanks are returned to service, are tanks disinfected in accordance with AWWA Standard C-652?
Clear-Wells		Are all other roof penetrations properly sealed?
Clear-Wells		Is storage structure lined?
Clear-Wells		Is leakage evident at time of inspection?
Clear-Wells		If yes, liner type:
Clear-Wells		Is the liner approved by an ANSI accredited organization?

Clear-Wells		Is access to the storage facility adequately restricted to only authorized personnel?
Clear-Wells		Are there provisions established for maintaining the water supply when the storage tank is out of service for maintenance?
Clear-Wells		Latitude (Decimal Measure)?
Clear-Wells		Does any unprotected, inadequately protected or improperly constructed opening in a storage facility exist?
Clear-Wells		Longtitude (Decimal Measure)?
Clear-Wells		Is there evidence that the water in the storage facility has been contaminated. (feathers or nesting material in an overflow pipe, positive bacteria samples)?
Hydropneumatic		Are the tank and controls properly protected and working properly?
Hydropneumatic		Is more than one pressure tank or bladder tank provided (create another question set under Components for each tank and name appropriately)?
Hydropneumatic		Is this an air/water ratio tank?
Hydropneumatic		Total number of tanks:
Hydropneumatic		Is the water to air ratio between 1:1 and 2:1 (top 1/3 of the total volume is air)?
Hydropneumatic		Number of air/water tanks?
Hydropneumatic		Number of bladder tanks?
Hydropneumatic		Total storage volume of all tanks in gallons?
Hydropneumatic		Is pressure tank used in conjunction with other storage and or booster pumps?
Hydropneumatic		Is drawdown volume equal or greater to two minutes of discharge from the largest supplying pumps?
Hydropneumatic		Is the water level indicator accurate? {should be pressure not water level for a pressure tank}
Hydropneumatic		Complete the following questions for each individual tank?
Hydropneumatic		Does the supply pump cycle between 40 psi (cut-in point) and 60 psi (cut-out point)?
Hydropneumatic		Are the interior and exterior surfaces in good condition?
Hydropneumatic		Type of Tank (i.e. Bladder or Air/Water)?

Hydropneumatic		Does the operator understand what controls the water level or pressure in the tank and how to make adjustments?
Hydropneumatic		Are tank supports adequate and structurally sound?
Hydropneumatic		Name of Tank? (associated with source, e.g., pressure tank at Well #1)
Hydropneumatic		Does low pressure level provide adequate pressure throughout the distribution system?
Hydropneumatic		If provided, is the outside hatch in good condition?
Hydropneumatic		What is the height and diameter of this tank?
Hydropneumatic		Are procedures established for maintaining system pressure during periods when the tank is out of service?
Hydropneumatic		Is the recharge air free of pollutants such as oil from an air compressor?
Hydropneumatic		Total capacity of this tank (gallons)?
Hydropneumatic		Are there provisions designed in for draining and cleaning of the storage tank?
Hydropneumatic		Is the Storage Capacity adequate?
Hydropneumatic		Is leakage evident at time of inspection?
Hydropneumatic		For this particular tank, what is the rated drawdown capacity in gallons (found on tank label at base of tank)?
Hydropneumatic		When was the last time the interior of the large pressure tank was inspected?
Hydropneumatic		Is the draw down Capacity adequate (6.25 gallons of usable volume per person served)?
Hydropneumatic		Is access to the storage facility adequately restricted to only authorized personnel?
Hydropneumatic		Is the tank located above the ground surface and completely housed?
Hydropneumatic		Are back-up systems provided?
Hydropneumatic		Does the tank have bypass piping to permit operation of the system while it is being repaired or painted?
Hydropneumatic		Is there a Pressure gauge?
Hydropneumatic		is there an Automatic pressure relief valve?

Hydropneumatic		Is there an Automatic vacuum relief valve?
Hydropneumatic		Are there a pressure operated start-stop controls for the pumps?
Hydropneumatic		Is the tank an air/water pressure tank and if so, does the tank also have the following?
Hydropneumatic		A drain?
Hydropneumatic		An access manhole (for tanks > 1000 gal only, 24 inches in diameter where practical)?
Hydropneumatic		Water sight glass?
Hydropneumatic		Automatic or manual air blow-off?
Hydropneumatic		Compressor or other means to add air?
Hydropneumatic		Means to control automatic air addition?
Hydropneumatic		Are the tanks used to provide disinfection detention?
Hydropneumatic		If yes, is adequate disinfection detention provided?
Hydropneumatic		Is a separate inlet outlet provided for positive water flow through?
Hydropneumatic		Latitude (Decimal Measure)?
Hydropneumatic		Longitude (Decimal Measure)?
Security		
General		Are critical facilities provided with locking doors, windows or access ways?
General		Is each well and/or surface water intake inspected daily?
General		Are outside stored chemicals protected from vandalism and accidents?
General		Are emergency connections to other water supply sources functional and exercised regularly?
General		Is there backup emergency power supply?
General		Is fencing around perimeter of treatment, storage, and source adequate to prevent intrusion and is it provided with locking gates?

General		Is source, perimeter and treatment plant site adequately illuminated?
General		Are MSD sheets and chemical response information provided for all stored or accepted chemicals?
General		Is there an Emergency Operation Plan available for review?
General		Is the emergency operation plan accessible to all system personnel and appropriate local officials?
General		Is the plan updated quarterly?
General		Has the system identified all of its critical water customers?
General		Are measures in place to protect against loss of service to critical facilities?
General		Does the system have a communications procedure in place to use immediately after discovery of contamination?
General		Does system staff coordinate emergency plans with the Local Emergency Planning Committee (LEPC)?
General		Are guidelines for proper disinfection of water hauling trucks available?
TMF Capacity		
Technical Capacity		Does the system have an updated map of the distribution system?
Technical Capacity		Is system aware and planning upgrades and other technical needs for meeting future upcoming regulations (R-TCR, D/DBP, Groundwater Rule, Radon, Radionuclide, etc.)?
Technical Capacity		Is system obtaining approvals for construction prior to construction?
Managerial Capacity		Does system have a permanent organization that serves as Continuing Operating Authority?
Managerial Capacity		Does the organization own the system and have the authority to construct necessary water facilities?
Managerial Capacity		Does the system have a Home Owner's Association registered with Secretary of State? {applies only to subdivisons or other homeowner type systems}
Managerial Capacity		Do the by-laws provide for the proper operation, maintenance and modernization of the facility?
Managerial Capacity		Do the by-laws provide for the power to regulate the use of the facility?
Managerial Capacity		Do the by-laws provide the power to determine fees/rates payable for water services rendered and require payment by members with consequences of non-payment?
Managerial Capacity		Do the by-laws provide the power to convey the facility to a higher continuing operating authority?

Managerial Capacity		Does the system have operational management plans with procedures for reliable system operation?
Managerial Capacity		Does the system have an asset management plan?
Managerial Capacity		Is this a new system that started operation after Oct. 1, 1999, or is it under an administrative order for significant non-compliance?
Managerial Capacity		Are public meetings held for changes in rate structure or service fees with advanced notice to customers?
Managerial Capacity		Does the system have an organization chart publicly displayed with names, positions, address and phone numbers of all positions that have drinking water functions?
Managerial Capacity		Are written rate structure and service fees publicly displayed?
Managerial Capacity		Does the system have written customer complaint procedures for receiving, investigation, resolving, and recording complaints?
Managerial Capacity		Are written customer complaint procedures and the name, title, business address, business telephone number and office hours of the person authorized to receive complaints publicly displayed?
Managerial Capacity		Are complaint records kept for a minimum of 5 years?
Managerial Capacity		Is there a designated person to be contacted for regulatory and compliance issues?
Managerial Capacity		Is there managerial planning for the future regulations? {Note to Rao: DELETE this one it is a repeat}
Financial Capacity		Does system use standard accounting principles and practices used according to either generally accepted accounting principles and practices or the NARUC uniform accounts?
Financial Capacity		Is there a system for water fee collection including measures to collect for non-payment?
Financial Capacity		Is there a written rate structure and service fees?
Financial Capacity		Does annual revenue cover costs?
Financial Capacity		Is this a new system that started operation after Oct. 1, 1999, or is it under an administrative order for significant non-compliance?
Financial Capacity		Does the system have an annual budget of revenues and expenditures with an annual comparison of planned to actual budget (required for new systems)?
Financial Capacity		Is there an annually updated 5 year budget and capital improvement plan, that includes operation & maintenance, emergency equipment replacement, and debt service reserves?
Financial Capacity		Is there an operating reserve at least 1/10th of annual operations and maintenance expenses?
Financial Capacity		Is there an equipment replacement service reserve equal to the most expensive mechanical equipment item (have up to 10 years from beginning of operation to develop this reserve)?
Financial Capacity		If there is a bonding agreement, does the debt service reserve equal or exceed what's required in the agreement? {skip this if there is not a bonding agreement}

Financial Capacity		Is there financial planning for future regulations? { RAO: Delete This one, another duplicate}
Vaults		
General		Name of meter pit/valve vault or identification by number?
General		Purpose of the Vault (Inter Connection, Meter, Pressure Reducing and Other)?
General		Is it dry?
General		Is the size of the vault adequate?
General		Is access to the vault adequate?
General		Is piping in good condition?
General		Is the equipment funcioning properly?
General		Is there a by-pass line?
General		Latitude (Decimal Measure)?
General		Longitude (Decimal Measure)?
Misc		Does the startup procedure of the seasonal system include disinfection and flushing of all lines?
Misc		Does the storage appear to be structurally sound?
Misc		For system operating during the winter Is the pumping facility provided with adequate heating facilities to prevent freezing and equipment malfunction?
Misc		Has the system violated a triggered source water sampling requirement since in the last inspection?
Misc		Has the system violated an Escherichia coliform maximum contaminant level since the last inspection?
Misc		If no, what is the winterizing procedure use to shut down the system?
Misc		If system is using UV, what CT credit is required from the ultraviolet light radiation facilities?